

To: Loving, Wanda[Loving.Wanda@epa.gov]
From: Smith, Roxanne
Sent: Wed 8/12/2015 5:19:56 PM
Subject: FW: PLEASE READ RE OT for Gold King Mine Incident

FYI, I meant to cc you on this for your awareness.

Roxanne Smith

Principal Deputy Associate Administrator

Office of Public Affairs

U.S. Environmental Protection Agency

202-564-4455

smith.roxanne@epa.gov

From: Smith, Roxanne
Sent: Wednesday, August 12, 2015 1:18 PM
To: Hart, Daniel; Hull, George; Slotkin, Ron
Subject: RE: PLEASE READ RE OT for Gold King Mine Incident

It's fine but added a clarification in yellow for non-exempt employees and that employees must discuss working the extra hours with their supervisor.

Roxanne Smith

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From: Hart, Daniel
Sent: Wednesday, August 12, 2015 1:15 PM
To: Smith, Roxanne; Hull, George; Slotkin, Ron
Subject: RE: PLEASE READ RE OT for Gold King Mine Incident

How is this for an email to the entire team?

Career employees who are working extra hours. You must fill out the appropriate web forms for OT/CT and discuss the need for this with your supervisor.

- ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ Bargaining unit and non-bargaining unit career employees working extra hours **on the GKM incident** will request overtime and be paid for their work.
- ☐ ☐ ☐ ☐ ☐ ☐ ☐ ☐ Bargaining unit and non-bargaining unit career employees working extra hours but not on the GKM incident would put comp time on their timesheet unless they are non-exempt, which means they will receive OT unless they specifically request CT.

Daniel (Danny) Hart | Acting Director of Web Communications | Office of Public Affairs | U.S. EPA |
Tel:202.564.7577 | cell: 202.365.7095

From: Smith, Roxanne
Sent: Wednesday, August 12, 2015 1:08 PM
To: Hull, George; Hart, Daniel; Slotkin, Ron
Subject: FW: PLEASE READ RE OT for Gold King Mine Incident
Importance: High

George, Danny & Ron:

Here's how we're going to be addressing career employees who are working extra hours. Please let your teams know and in writing. They must fill out the appropriate web forms for OT/CT but in the case of Christie, if she cannot from Durango, she can do it when she gets back. We can also fill out her timesheet if she needs help with it. Please note that this applies to you as first line supervisors as well.

- Bargaining unit and non-bargaining unit career employees working extra hours on the GKM incident will request overtime and be paid for their work.
- Bargaining unit and non-bargaining unit career employees working extra hours but not on the GKM incident would put comp time on their timesheet.

I'm checking with Matt Fritz on CT for schedule C's.

Roxanne Smith

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From: Reeder, John
Sent: Wednesday, August 12, 2015 12:58 PM
To: Smith, Roxanne
Cc: Gaber, Noha
Subject: RE: PLEASE READ RE OT for Gold King Mine Incident

Whatever has to be done.

By the way, can't we have a message from the Administrator to the workforce on this?
Everyone is asking what is going on, what's our message – at home, on the metro, you name it.

From: Smith, Roxanne
Sent: Wednesday, August 12, 2015 12:50 PM
To: Reeder, John; Kitamura, Louise
Subject: PLEASE READ RE OT for Gold King Mine Incident
Importance: High

John & Louise:

Wanted to give you the heads up on this. Currently, OPA staff that are working the Gold King Mine effort won't be paid overtime through OEM (see below). However, we have employees working 12+ hour days on this. This is what I want to do regarding their time:

- ☐ ☐ ☐ ☐ ☐ ☐ ☐ Bargaining unit and non-bargaining unit career employees working extra hours on the GKM incident would request overtime and be paid for their work.
- ☐ ☐ ☐ ☐ ☐ ☐ ☐ Bargaining unit and non-bargaining unit career employees working extra hours but not on the GKM incident would put comp time on their timesheet.

Are you okay with this? And, how should we handle schedule C employees working extra hours on GKM? Comp time?

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From: Hull, George
Sent: Wednesday, August 12, 2015 12:30 PM
To: Smith, Roxanne
Subject: FW: HQ EPA Staff on Spill

Roxanne,

I meant to copy you on my e-mail to the EOC. Note that they are not paying OT currently. -
George

From: Oh, Peter **On Behalf Of** EOC Planning
Sent: Wednesday, August 12, 2015 12:23 PM
To: Hull, George
Subject: Re: HQ EPA Staff on Spill

Thanks George.

Our Finance Desk is working on securing a code. However, there is no overtime available through OEM right now. At this point, OT time is going to need to be handled through home offices. Sorry.

From: Hull, George
Sent: Wednesday, August 12, 2015 12:16 PM
To: EOC Planning
Subject: HQ EPA Staff on Spill

EOC Planning,

Per your request, here is a list of HQ OPA staff working the Gold King Mine Spill Response.
Should they be charging for overtime? And if "Yes," should they be using a certain code? Most of these folks are working 12 hour days because of the time difference with Colorado. – George

Christie St. Clair

Jennifer Colaizzi

Daniel Hart

Jeff Morin

Christine Dibble

Jessica Orquina

George Hull

Robert Daguillard

I don't know if you also want Schedule Cs. They would include

Liz Purchia

Melissa Harrison

Monica Lee